

DRAFT
HENRICO LOCAL HUMAN RIGHTS COMMITTEE MINUTES

DATE: **June 5, 2007**

MEETING TIME: **6:30 p.m.**

MEETING PLACE: **1248 Concord Avenue, Glen Allen, VA 23228**

RECORDING: **Gloria Watford**

PRESIDING: **Helen O'Beirne**

MEMBERS PRESENT: **Gloria G. Watford, Lisa Levine, Helen O'Beirne**

MEMBERS ABSENT:

OTHERS PRESENT: **Michael Curseen, Human Rights Advocate**

AFFILIATES PRESENT: **Jonnette M. Hayes, Aunt Ann's Home for Adolescents; Audra Ruffin, Clearr Vission Support Services; Kristen Kahwajy, Clinical Alternatives; Jennifer Boyden, Community-Based Services; Dawn Wadiak, The Attachment & Trauma Institute; Charles Adcock, Family Counseling Center for Recovery; Mary Milby, Family Focus; Lolita Jones, Charlene Fox, Family Life Services; Mary Cloon, Sandra Simon, Hartwood Foundation; Wanda Jones, Heart Havens; Judith Beitzel, Robin Edwards, Henrico Area Mental Health & Retardation Services; Joe Morris, Intercept Youth Services; Taneika Goldman, Lutheran Family Services, Inc.; Teshana Henderson, NDUTIME Youth and Family Services, Inc.; Lillian J. Mitchell, Olivia's House; Edward Gerhard, Seton House; Isaac Abraham, St Mary's Behavioral Health; Jessica Belk, Monica Mastro, Elizabeth Parchoc, The Center for Child and Family Services;**

AFFILIATES ABSENT: **Institute for Family Centered Services; Braley & Thompson, Inc.; Tree of Life**

CHAIRPERSON SIGNATURE:

SECRETARY SIGNATURE:

<u>Topic/Agenda</u>	<u>Report/Discussion</u>	<u>Recommendation/Action</u>	<u>Follow-Up</u>
<u>Call to order:</u>	The meeting was called to order by Chairperson, Helen O'Beirne at 6:44 PM		
<u>Old Business:</u>	February 6, 2007 Minutes approved		
HLHRC Follow-Up of Allegation of Neglect RE: NDUTIME Youth & Family Services	NDUTIME discussed an allegation of neglect in which several clients were alleged to have engaged in oral and consensual sexual activity.	Following discussion, the HLHRC requested additional follow-up concerning whether NDUTIME's plan of correction is working and whether any additional incidents of this nature have occurred.	To be added to August 7, 2007 HLHRC meeting agenda.
Public Comment:	There was no public comment		
Policy and Procedure	Review—Olivia's House	Policies and Procedures were reviewed and accepted.	None

Policy and Procedure	Review—Clearr Vission Support Services	Policies and Procedures were reviewed and accepted.	None
<u>New Business:</u>			
HLHRC Request for Follow-up RE: Intercept Youth Services, Inc	The HLHRC discussed the recurring number of client AWOL's routinely reported.	The HLHRC approved a motion to request 12 months of summarized data for client AWOL's by house location.	HLHRC to review data and make recommendations at August 7, 2007 HLHRC meeting
Request for Affiliation	<p>The Center for Child and Family Services requested an affiliation of a new in-home mental health support service under the current human rights policies and procedures offering similar services.</p> <p>Family Life Services, LLC requested affiliation of a new location at 9180 Centerway Drive, Glen Allen, VA under this organization's current human rights policies and procedures offering the same services.</p> <p>Intercept Youth Services, Inc. requested affiliation of a new location at 12016 Edenshire Road, Chester, VA under this organization's current human rights policies and procedures offering the same services.</p>	<p>Approved</p> <p>Approved</p> <p>Approved</p>	<p>None</p> <p>None</p> <p>None</p>
Review of Provider Attendance Data:	18 of 21 providers attended	None	None
Review/Update of Bi- monthly Reports Received Jan./Feb 2007:	20 of 21 Bi-monthly reports for Jan. /Feb. 2007 received	Missing reports: Family Counseling Center for Recovery	To be added to August 7, 2007 HLHRC meeting agenda.
Review/Update of Bi- monthly Reports Received March./April 2007:	17 of 21 Bi-monthly Reports Received March./April 2007:	Missing reports: 1) Family Counseling Center for Recovery; 2) LONCHMNS – Olivia's House; 3) Seton House; 4) Tree of Life	To be added to August 7, 2007 HLHRC meeting agenda.
Affiliation Fees:	Ms. Charlene Fox reported that as of June	None	None

HLHRC Expenditure Update:	<p>5, 2007, affiliation fees for two providers remain outstanding.</p> <p>HLHRC May balance - \$3350.47. Fees submitted for 2007 totaled \$4250. Current available balance is \$7600.47. Deductions for copying, mailings, food, meeting space and other incidental expenses are not reflected in the available balance reported.</p>		
State Office of Human Rights Updates:-Regional Human Rights Consultant	<p>Mr. Curseen provided the most recent information concerning the status of the revised Rules & Regulations. Mr. Curseen also repeated his previous request for all providers to actively solicit candidates to serve on the HLHRC and emphasized that this is necessary to ensure that the HLHRC continues to function so that providers can continue to be in compliance with their licensing requirement.</p> <p>Mr. Curseen distributed and summarized a memo from the Director of the Office of Licensing addressing factors related to abuse in residential settings.</p>		<p>None</p> <p>None</p>
HLHRC Membership Recognition	Mrs. Lisa Levine, HLHRC member was recognized and presented a Certificate of Appreciation for her service of two full terms as a member of the Henrico Local Human Rights Committee.	HLHRC members and providers applauded Mrs. Levine for her contributions and service.	None
Election of Officers:	The HLHRC held	Ms. Helen O'Beirne was	None

	elections for officers. Motions were made to nominate Ms. Helen O'Beirne as Chair and Gloria Watford as Secretary.	unanimously reelected to serve a second term as Chair. Mrs. Gloria Watford was unanimously elected to serve as HLHRC Secretary.	
HLHRC Candidates for Membership	The HLHRC reviewed the application for and conducted an interview with Ms. Heleen Anderson-Grant for HLHRC membership.	The HLHRC approved a motion to recommend Ms. Heleen Anderson-Grant's application to the State Human Rights Committee for membership on the HLHRC.	Mr. Curseen will forward Ms. Anderson-Grant's application with the Committee's recommendation for membership to the State Human Rights Committee.
Adjournment:	No further business...meeting adjourned 8:50pm		